

**TOWN OF BUCKEYE  
BUDGET WORKSHOP  
MAY 24, 2005  
MINUTES**

**Buckeye Community Center  
201 Centre Avenue  
Buckeye, AZ 85326  
Immediately following the Special Meeting**

**1. Call to Order/Roll Call.**

Mayor Hull called the meeting to order at 6:10 p.m.

Members Present: Councilman Meck, Councilman Beard, Vice Mayor Urwiller, Councilwoman May, Councilman Garza, and Mayor Hull.

Members Absent: Councilman Doster

Staff Present: Town Manager Carroll Reynolds, Town Clerk Linda Garrison, Ron Brown, Finance Director, Community Services Director Jeanine Guy, Police Chief Dan Saban, Fire Chief Scott Rounds, Airport Manager Jason Hardison, IT Director Dee Hathalway, Senior Account Iris Wallace, P.W. Adm. Assist. Melba Jury, and Human Resource Director Toni Brown.

**2. Draft FY 2005/2005 Budget.**

Finance Director Ron Brown reviewed the budget and said the overall budget did not change.

**IT Department**

Vice Mayor Urwiller asked if the IT Department has been reassigned. The Town Manager stated that the IT Department has been reassigned to the Police Department temporarily. He stated that in most municipalities the IT Department is under Finance until it becomes a department of its own and will probably be moved about mid-year to the Finance Department. Council asked the IT Director if the proposed staffing was adequate. He reviewed the equipment that he is responsible to maintain for Council. The staffing for fiscal year 2005/2006 remained as presented to Council. Mr. Reynolds stressed to Council that the Human Resources Department's request for employees needs to be top priority before the Town can hire new employees for other departments.

**Public Works**

Council discussed Public Works Department and its need for more workers and environmental issues need to be monitored to keep up with State requirements. Council expressed their desire for the Public Works yard to be cleaned up in the upcoming year. Use of temporary employees/permanent irrigators were discussed and whether or not the Town actually saves money by doing this. Public Works Director Chris Young wants to create more structure by including our own engineering services in addition to increase in personnel for all areas in Public Works. There will be 8 new vehicles in next year's budget to replace old ones. No employees will be added to Vehicle Maintenance. Work will begin shortly on the water booster system.

**Police Department**

The Police Department did not add a Code Enforcement Officer to the budget. Chief will be adding Community Action Officers who will share or eliminate the Code Enforcement duties. Code Enforcement will be eliminated from Animal Control duties. There will be 6 replacement vehicles and 6 new vehicles added. Police Chief Dan Saban reviewed for Council the job descriptions for Evidence Officer and Intelligence Officer.

Vice Mayor Urwiller would like Department Heads to provide reports to Council to see if they are on task. The final version of the salary plan will be delivered this week and presented at the June 7, 2005 Council Workshop and Council Meeting. Mayor Hull requested an employee handbook with a picture of each employee and their position. Town Manager Carroll Reynolds said that the PIO position requested could handle this request. Councilman Beard requested an update of positions that have been filled and positions that have been vacant. Carroll Reynolds reported that the updated census should be complete about 60 days from now, possibly the end of July.

### **3. Adjournment**

Their being no further business to come before Council motion made by Councilman Meck and seconded by Councilwoman May to adjourn the Council Workshop at 7:23 p.m.

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**Dustin Hull, Mayor**

**ATTEST:**

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**Linda Garrison, Town Clerk**

I hereby certify that the foregoing minutes are true and correct copy of the minutes of the Council Workshop held on the 24th day of May, 2005. I further certify that the meeting was duly called and that a quorum was present.

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**Linda Garrison, Town Clerk**